



PDF version

## Enterprise Manual V7.5

[Connection](#) | [Queues](#) | [Data Folders](#) | [Archive](#) | [Setup](#) | [Submit](#)  
[Associated Files](#) | [Other Add-ons](#) | [Related Batch Processes](#) | **Special Forms**

### Special Forms

- ▶ Overview
- ▶ CSV Output File
- ▶ QAD Forms in Chinese
- ▶ Multi-Page Forms
- ▶ Personal Emails
- ▶ Poster Printing
- ▶ Contracts and Other Documents
- ▶ Quantity Masking
- ▶ Salutation Masking
- ▶ Widow/Orphan Size
- ▶ Writing Letters
- ▶ Fax from ERP Systems

#### Special Forms - Fax from your ERP System

Most Unix ERP systems have methods to present faxes as the normal document, with preceding cover page. In the NDS ERP system, this appears as shown below (Invoice with preceding fax cover sheet).

```

-----
001                               Company Name
-----
To      : ALEX MAIDEN
>From   : CRAIG
FAX #   : 888/888-8888
Subject : BACK ORDER AND ADDITIONAL PARTS
        YOUR ORDER NUMBER 9999-888-77
        SHIP TO ALEX MAIDEN
        14655 KENSINGTON RD.
        LEAVING 1/19/11
-----
                               Company Name
(new page here)
Customer      I N V O I C E      Invoice      Pg
HAGL001                               C99998      1
                               1/19/11

        Sold To                               Ship To
        HAGLIEF CITY                           ALEX MAIDEN
        ACCOUNTING DEPT.                       HAGLIEF CITY
        14655 KENSINGTON RD.                   ACCOUNTING DEPT.
        HAGLIEF WA 99999                       14655 KENSINGTON RD.
                                                HAGLIEF WA 99999

888/888-9999                               888/888-8888
Ship Via DELIVERED                          FOB SEATTLE WASHINGTON
-----
Sr Trk Make Model Serial Equipment Meter Sls Customer P.O.
-----
001                               MP 9999-888-77
-----

Order Ship B/O Description List Each Amount
-----
Taken By MARK PADURIS Opened 12/14/10
Shipped 1/19/11

Please See Backorder Document C99999

1 0 1 TB 88881A 78.48 .00 .00
REDUCER - 8" TO 4
50 50 KA 89988B 8.76 8.76 438.00
4" ABRASION BLOCK
4 4 KA POWDERLOCK4 15.00 15.00 60.00
4" POWDER LOCK
TOTAL PARTS 498.00
HAGLIEF CITY WA 9.25% 46.07
-----

--< THANK YOU FOR YOUR BUSINESS >--
-----
Total 544.07
-----

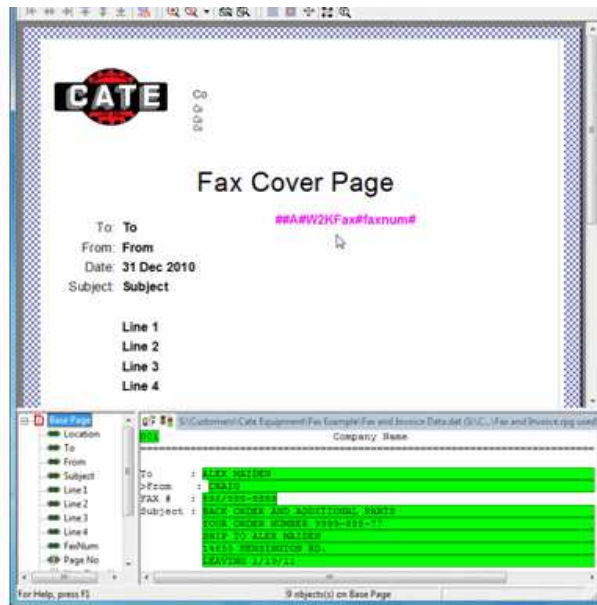
```

From this output we require the normal invoice but with it's preceding cover sheet, in the same file, for conversion to TIFF format and faxing. For this case, we'll create a Cover Sheet Form, with company substitutions operating in exactly the same way, based on the Location. This is how it is done, identifying the points at which changes are required to your FormTrap processing.

[Top](#)

#### New Fax Cover Sheet Form

This form is a simple one, comprising Base Page fields only, with the "WK2Fax" associated File line to direct the output fax. This is how it's defined (see later for the print version).

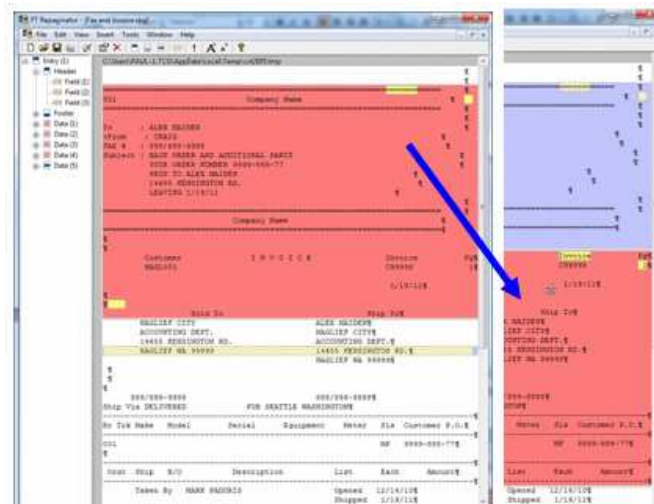


Top

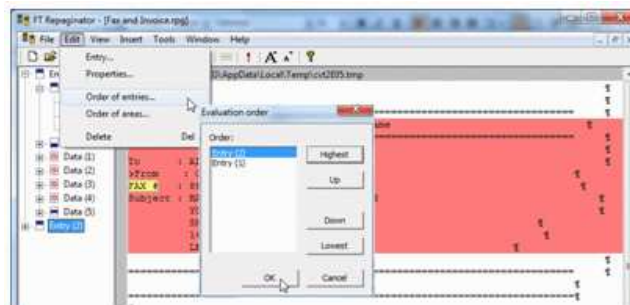
### Repagination for the Fax Form

This needs to be added to the normal repagination, in this case the Invoice Form. This is how it's done:

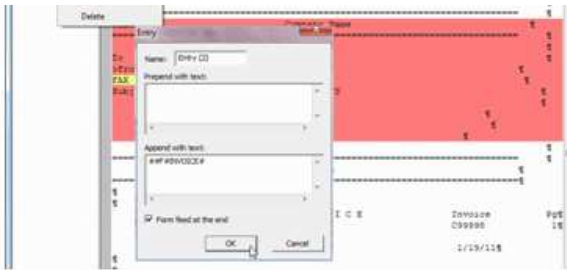
1. Load the Invoice repagination, but with the Fax plus Invoice data. It will be "out of whack" on the first page and you'll need to move the Header and Detail portions down as shown to repaginate correctly.



2. (After moving all other areas down), add a new entry (**Insert, Entry ...**), and define the entire Fax as the header. Now go to **Edit, Order of entries ...** and move **Entry (2)** to **Highest**.



3. For Entry (2), select **Properties ...** and replace **Append with text:** with this line: **##F#formname#** - this starts a new form once the first form has finished, in this case enter **##F#INVOICE#**. Tick **Form feed at the end**.



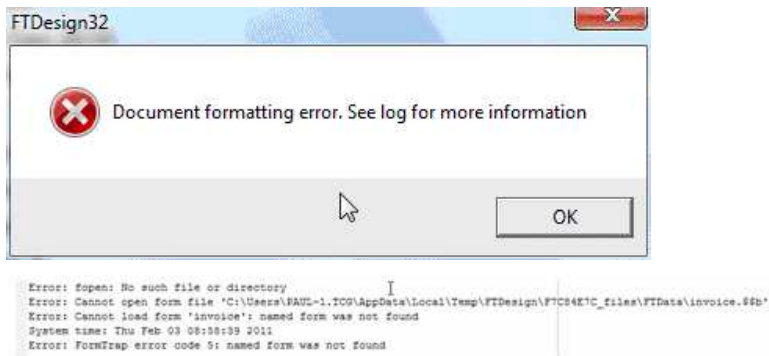
4. Finally test the Repaginator, where output should look like this:



Top

Testing the Fax Form

When running **Tools, Preview (b&w)** you will get this message from FTDesign indicating the INVOICE form definition cannot be found.



However you can view the Fax form via **Tools, Preview files** and look at **out**. This is the final output from FormTrap run through the Production System:

14655 KENINGTON RD. HULL, WA 98028		14655 KENINGTON RD. HULL, WA 98028																															
From: 8888888888		To: SEATTLE WASHINGTON																															
Fax -- DELIVERED																																	
<table border="1"> <thead> <tr> <th>Page</th> <th>Time</th> <th>Pages</th> <th>Time</th> <th>Pages</th> <th>Time</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>10</td> <td>10:00</td> <td>10</td> <td>10:00</td> </tr> <tr> <td>2</td> <td>2</td> <td>10</td> <td>10:00</td> <td>10</td> <td>10:00</td> </tr> <tr> <td>3</td> <td>3</td> <td>10</td> <td>10:00</td> <td>10</td> <td>10:00</td> </tr> <tr> <td colspan="6">           RECEIPT FOR FAX SERVICE (Fax Rate: \$0.00)            Please Fax Us Again Tomorrow         </td> </tr> </tbody> </table>				Page	Time	Pages	Time	Pages	Time	1	1	10	10:00	10	10:00	2	2	10	10:00	10	10:00	3	3	10	10:00	10	10:00	RECEIPT FOR FAX SERVICE (Fax Rate: \$0.00) Please Fax Us Again Tomorrow					
Page	Time	Pages	Time	Pages	Time																												
1	1	10	10:00	10	10:00																												
2	2	10	10:00	10	10:00																												
3	3	10	10:00	10	10:00																												
RECEIPT FOR FAX SERVICE (Fax Rate: \$0.00) Please Fax Us Again Tomorrow																																	
FROM: 8888888888 TO: SEATTLE WASHINGTON FROM: 8888888888 TO: SEATTLE WASHINGTON																																	
PLEASE REPLY TO: Tech Equipment P.O. Box 27079 Salt Lake City, UT 84127																																	

Top

### Production System Changes

You will initially need to split to a Fax queue (as individual documents as each requires it's individual delivery) in which you then identify by the following document type and invoke the correct version of the Fax form with different repagination for each of their associated documents. The best way is to repeat the fax form with different repaginations and name them (eg Fax-Invoice form). Do this for all faxed documents, in the same queue. For these forms and example data files, etc., please download by clicking [here](#).

Top

[Disclaimer](#) | [Home](#) | [About Us](#) | [News](#) | [Products](#) | [Customers](#) | [Free Trial](#) | [Contact Us](#) | [Success Stories](#)

Copyright 1995-2011 TCG Information Systems Pty. Ltd. All rights reserved.